



The City of North Adams, Massachusetts

MOBILE HOME PARK RENT CONTROL BOARD

City Hall

North Adams, Massachusetts 01247

**Petition
For
Mobile Home Parks
Rental
Re-evaluation**

City of North Adams

Massachusetts 01247



Office of the Mobile Home Park Rent Control Board

Wayne Wilkinson - Chairman

Joseph Gniadek - Vice-Chairman

James Morocco

Paul Senecal

Marie Harpin

Standards and Rules for Petitioning Rent Adjustment

- All petitions will follow the standards set forth in the Rent adjustment procedure of 1982 set forth in the City Ordinances
- Petitioner may be represented by counsel(s) and/or accountant(s) at all or any portion of their petition hearings before the Board
- Petitioner will submit the names of three (3) banks or lending institutions as to the “prime interest rate” at the time of filing this petition
- All additional supporting documents the Petitioner wishes to present or are requested by the Board will be submitted to the Board forty eight (48) hours prior to the reconvening of the Board
- Petitioner will supply a Schedule of Capitalization for all items whose capitalization has been approved or is being proposed
- Petitioner will base all expenses on receipts paid in the last calendar year prior to this petition
- Petitioner will supply the Board with reasonable documentation on all expenses which are shared between several parks
- Petitioner will supply the Board with reasonable documentation on all expenses which exceed the Board’s expense factor
- Board’s expense factor will consist of Consumer Price Index for the last calendar year to which two points will be added
- Board reserves the right to request any information which may be necessary for a rent adjustment decision
- Abused expense items will be adjusted at the discretion of the Board
- Any documentation submitted by the applicant which is not discernible will be adjusted at the discretion of the Board
- Repair expenses which are a direct results of citations for violations of human health or safety code set forth by State law or local ordinances will be adjusted at the discretion of the Board
- Unresolved grievances between the tenants and the Petitioner will be taken into consideration in the Board’s final decision
- Any attempt by the Petitioner to submit fraudulent figures, for the purpose of deceiving the Board, will result in the rejection of the entire petition

Mobile Home Park Rent Control Board

Application for Rent Re-evaluation

Information Sheet

Applicant:

Address:

City:

State:

Zip code:

Name of Business:

Date of petition: / /

Date of last petition: / /

I. Assessment

City Assessment:

A. Site Assessment

1. Assessed value/unit:

2. Number of units:

3. Total site assessment (Items 1a x 2b)

B. Residual Land Assessment

1. Total acreage:

2. Site acreage:

3. Residual acreage:

4. Unusable residual acreage:

5. Useable residual acreage: (Roads, entrances and open space for tenants use)

6. Assessed value/ acre:

7. Residual land assessment: (Items 5b x 6b)

C. Building Assessment

1. Assessed value of the garage:

2. Percentage of garage solely used by applicant:

3. Allowable assessed value of the garage: (Items 1c x 2c)

4. Assessed value of main building:

5. Percentage of building solely used by the applicant:

6. Allowable assessed value for the building: (Items 4c x 5c)

7. Total allowable assessment for buildings: (Items 3c + 6c)

D. Total Allowable Assessment: (Items 3a + 7b + 7c)

E. Percentage of city assessment allowable:

%

II. Fair rate of return

A. Prime rate as of the date of application:	
B. Percent awarded above the prime rate:	
C. Total rate of return : (Items A + B)	
D. Total Allowable Assessment: (Section I Item D)	
E. Fair rate of return on investment: (Item C x Item D)	

III. Income

A. Rental (Sites)

1. Rent/site/month:	
2. Rent/site/year: (Item 1a x 12)	
3. Number of sites:	
4. Total rent(sites)/year: (Items 2a x 3a)	

B. Other Rentals

1. Tenant # 1	
a. Rent/month:	
b. Rent/year:	
2. Tenant # 2	
a. Rent/month:	
b. Rent/year:	
3. Tenant # 3	
a. Rent/month:	
b. Rent/year:	
4. Tenant # 4	
a. Rent/month:	
b. Rent/year:	
5. Tenant # 5	
a. Rent/month:	
b. Rent/year:	
6. Total rent (others)/year: (Items 1b+2b+3b+4b+5b)	

C. Other incomes

1.	
2.	
3.	
4.	
5.	
6. Total Miscellaneous incomes (Items 1c+2c+3c+4c+5c)	

D. Total Income: (Items 4a+6b+6c)

IV. Expenses

	Last Petition	Pervious Calendar Year	New Petition
1. Capitalization			
2. Bank service charge			
3. Insurance (Property)			
4. License			
5. Management fee			
6. Professional fees			
7. Salaries and wages			
8. Office supplies			
9. Plowing			
10. Rubbish removal			
11. Septic/ Sewer repairs			
12. Pool maintenance			
13. Fuel expense			
14. Repairs and maintenance			
15. Taxes- payroll			
16. Taxes- real estate			
17. Taxes- adjusted real estate (Section I. Item E x Section III Item 16)			
18. Utilities			
19. Water			
20. Miscellaneous expenses			
Total Expenditure			

V. Determination of total allowable income from sites

A. Total allowable assessment: (Section I. Item D)	
B. Prime interest rate at time of petition:	
C. Point(s) added to the prime rate:	
D. Fair rate of return on investment: (Section II. Item E)	
E. Total income other than from sites: (Section III. Item D)	
F. Total allowable expenditure:	
G. Total Allowable income from sites: (Items D + E + F)	

VI. Rent assessment per site

A. Total allowable income from the sites/year: (Section V. Item G)	
B. Number of sites:	
C. Total allowable income/site/year: (Items A/B)	
D. Total Allowable income/site/month: (Item C/12)	
E. Rent assessment/site/month: (Item D)	

Signature of Applicant

Date

Standards and Rules for Petitioning Rent Adjustment

Items not allowed

- Depreciation expenses
- Interest payments
- Mortgage payments
- Capitalization of non approved items unless proposed for consideration in this petition
- Building(s) or residual land not directly related to park operations
- Assessment and taxes for building(s) or residual land not directly related to park operations
- Professional fees for the preparation of this petition
- All cost for the development of new or pre-owned sites